

**SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING  
December 5, 2013**

The meeting of the San Bernardino County Airports Commission was called to order at 10:00 a.m. by Commissioner Larry Asmus. Meeting location: Cable Airport, 1749 W. 13<sup>th</sup> Street, Upland, CA 91786

**Commission Members Present:**

Larry Asmus, Chair  
Ray Marquez, Vice Chair  
Jim Bagley  
Bob Cable  
Roy C. Cox  
William Smith  
Mark Taylor

**Commission Members Absent:****Staff Present:**

Terry L. Stover, Assistant Director of Airports  
Robert Cayce, Airport Operations Manager  
Rikki Vahovick, Staff Analyst II  
Gailyn Watson, Secretary 1  
Bob Velker, Community Outreach

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**Visitors Present:**

Bill Landers  
Chuck McCormick  
Curt Ingraham  
Doug Sawyer  
Ryan Cable

Alliance International Aviation/A.I.A.  
Parsons Brinckerhoff  
Parsons Brinckerhoff  
Parsons Brinckerhoff  
Cable Airport

**Pledge of Allegiance:**

The Pledge of Allegiance was led by Commissioner Smith.

**Report on Posting of Agenda:**

Commissioner Asmus confirmed that the agenda was published and posted as required.

**Awards, Guest Introductions and Announcements:**

Mr. Terry Stover announced that Mr. James Jenkins was not in attendance for this meeting due to a commitment to a meeting regarding the Chino Plume.

Mr. Stover introduced Mr. Robert Cayce and announced his new position with the Department of Airports as Airport Operations Manager and stated that Mr. Cayce will be attending future Airports Commission meetings.

The guests introduced themselves and provided their connection/interest with the Department of Airports (DofA).

**Action Items:**

A nomination was made to elect Ray Marquez to the position of Chairman of the Airports Commission for the year 2014 and seconded with no further nominations, discussions or oppositions made. It was moved and seconded to close the nominations and Commissioner Marquez was elected to the position of Chairman.

A nomination was made and seconded to elect Mark Taylor to the position of Vice Chairman of the Airports Commission for the year 2014. There were no further nominations or discussions. A motion was carried and seconded to close the nominations and Commissioner Taylor was elected to the position of Vice Chairman.

A motion was carried, seconded and passed to approve the Airports Commission Meeting Minutes from December 5, 2013, as presented.

**Discussion Item:** Airports Commission Meeting Schedule for 2014

Commissioner Bagley expressed his desire to visit all the county airports during the year. It was agreed to meet in January at the Department of Airports (DofA) and the remaining dates would be finalized at that meeting.

**Commissioners Reports/Comments:**

Commissioner Mark Taylor stated that he had become aware of the “International Council of Airshows” and expressed his desire for the county to have a representative become a member. Mr. Stover stated that he would take steps to become a member. Commissioner Taylor requested an update on the status of the asphalt near Midfield at Apple Valley Airport. Mr. Stover relayed that the project plans are being reviewed and still moving forward. Commissioner Taylor also discussed an email a Chino Airport tenant had sent to the Board of Supervisors regarding asphalt at Chino Airport and asked if any of the DofA staff or other Commissioners were aware of the email. As none were, it was agreed that the individual, Mike Magnell, should make contact with the DofA regarding his concerns. The wash rack status at Apple Valley Airport was discussed.

Commissioner Asmus thanked Commissioner Bob Cable for hosting the meeting. A brief discussion ensued regarding the restaurants at Cable Airport and at Apple Valley Airport. Commissioner Cable stated that he believes the County’s approach with regards to the percentage of the proceeds is the right approach.

Commissioner Marquez also thanked Commissioner Cable for hosting the meeting. Commissioner Marquez asked for more detailed information regarding the time frame for completion of the Chino Plume project. Mr. Stover provided an update and relayed that it would likely be a few years to complete the entire process. The “identifying stage” must be completed before moving into the “mitigation stage”. It is not feasible to predict a definitive time frame for completion at this time. Commissioner Marquez thanked Commissioner Asmus for his great job as the Chairman for 2013.

Commissioner Cable expressed his desire for all to attend the upcoming Cable Airshow.

**Public Comments:**

Ryan Cable stated that this is the first Airports Commission meeting he has attended and looks forward to being able to attend in the future. Bill Landers expressed his thanks for always feeling welcomed and appreciates that the Commission has stopped by to see the Alliance International Aviation facility at Chino Airport. Bob Velker thanked those who participated in the recent tour at Chino Airport. Congratulations were expressed to Rob Cayce on his new position.

**Information Item:**

- 1) Mr. Stover briefed on the TNP Honda motorcycle commercial that was filmed on November 13, 2013, to be released sometime in 2014, possible early spring. He explained that the runway used is in a remote location and is a desirable location for filming. A discussion regarding filming requirements and fee schedule charges for filming at the county airports ensued. Further discussion regarding filming brought up the question regarding the Inland Empire Filming Commission as related to bringing future business to the County Airports. Mr. Stover suggested asking a representative to attend one of the Airports Commission meetings.

- 2) Mr. Stover gave an update on the departure of the Department of Public Works from Baker Airport. The DofA has asked them to leave the water tank and septic tank for the purpose of supplying a restroom facility in the future. Their departure will now require staff from the DofA to make trips to the airport to perform inspections and runway repairs, as this service had been provided by them in trade for land use.
- 3) Mr. Stover briefed on the mass casualty training exercises that were performed at Barstow-Daggett and Baker Airports. This is an effort that the DofA highly supports.
- 4) The lease for the café at Apple Valley Airport has been signed, the monthly rent has been paid and a January 2014 opening is anticipated.

**Director's Reports:**

Mr. Stover referred to the information provided in the packets and asked the Commissioners to note any questions they may have for discussion at the next meeting.

Mr. Stover introduced Rikki Vahovick, DofA Staff Analyst II, who was asked to provide information regarding the current budget status. Ms. Vahovick relayed that we are currently at 43% of the budget into the fiscal year, which is in line. She explained the exception of the insurance costs, as they hit in the beginning of the year, all at once, which skews the budget initially, but balances throughout the year. She relayed that the approach to the budget this year was basically the same as last year, with the desire to remain flat and to build up our reserves. Ms. Vahovick asked the Commissioners to feel free to contact her at any time with any questions or concerns they may have regarding the budget.

**Date, Time and Place of Next Meeting**

The next meeting will be held on Thursday, January 23, 2014 at 10:00 a.m. at the Department of Airports, 777 E. Rialto Avenue, San Bernardino, CA 92415

**Adjournment:** Meeting adjourned by Chairman Asmus at 11:53 p.m.

Respectfully submitted,

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Larry Asmus, Chairman  
Airports Commission

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James E. Jenkins, Director  
Department of Airports

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Gailyn Watson, Secretary 1  
Department of Airports